

L.A.A.—FOUR

No. 19.

THE LIBRARY



JULY,

1899.

L.A.A. MEETINGS.

PASS LIST
OF THE
L.A. CLASSES.

SEVEN DAYS
WORK.

ENTERED AT STATIONER'S HALL.

C.H. Sc

LIBRARY AIDS.

TESTIMONIALS.

INDICATOR.

"*Architectural, Fittings, and Furniture.*"
GOYNE. 1897.

The Indicator is that in use in the majority of the British

Library : Its History and Present Condition." By J. J.
1897.

The Indicator is almost certainly the invention of Mr. A.
Parries, West Ham, London, E.,) and is that most largely

"THE SCOTSMAN."

London Free Public Libraries (except one or two which do not use
adopted the Cotgreave System, which has been found to

"Greater London," by E. Walford, M.A., F.S.A. (page 360); "Methods
of Selection," by Prof. W. Stanley Evans, M.A., F.R.S., LL.D.; "Public Libraries," by
T. G. Green, M.A., R.G.S., &c., &c.

* As a matter of fact it will be found in about nine-tenths of the Libraries using
indicators. Over 300 Institutions are now using it.

† Sixty-two Public Libraries in London and the Metropolitan area are using it.

MAGAZINE RACKS.

"FREE PUBLIC LIBRARY, WANDSWORTH.

The Cotgreave Magazine Rack has been in use in the news-room here since
the opening of the Library. I can unhesitatingly speak of its value, for it
greatly tends to keep the tables tidy. Being so compact it takes up little room,
and a reader can see at a glance the periodical he wishes to read.*

C. T. DAVIS, Secretary and Librarian."†

* The Cotgreave Racks are in use at some 50 Libraries and Literary Institutions, from
which similar testimonials have been received.

THE CONTENTS-SUBJECT INDEX, TO GENERAL AND PERIODICAL LITERATURE.

Price to Subscribers, 7s. 6d.

(500 copies have already been subscribed for.—See List).

"DAILY NEWS."

"A 'Contents-Subject Index to General and Periodical Literature' would,
if properly done, be a great time-saving machine. Such a work is being
undertaken by Mr. A. Cotgreave. The first part, which is now before us, is
distinctly promising. It will be helpful to many students and readers."

"DUBLIN REVIEW."

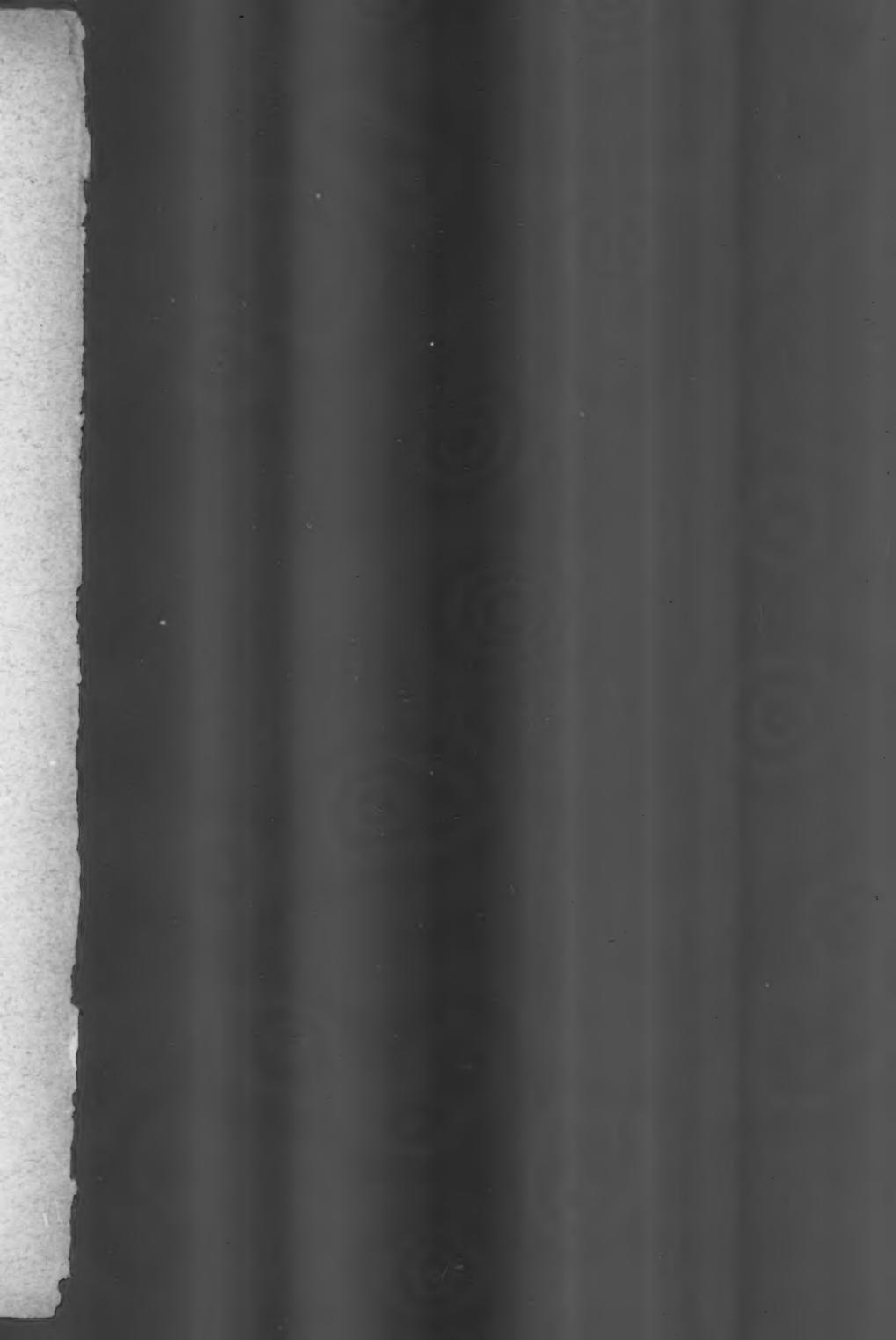
"The Editor of the 'DUBLIN REVIEW' (Canon Moyes), desires me to thank
you for the specimen of the 'Contents-Subject Index,' and to say that he has
formed a high opinion of it, in fact he has already found it useful."

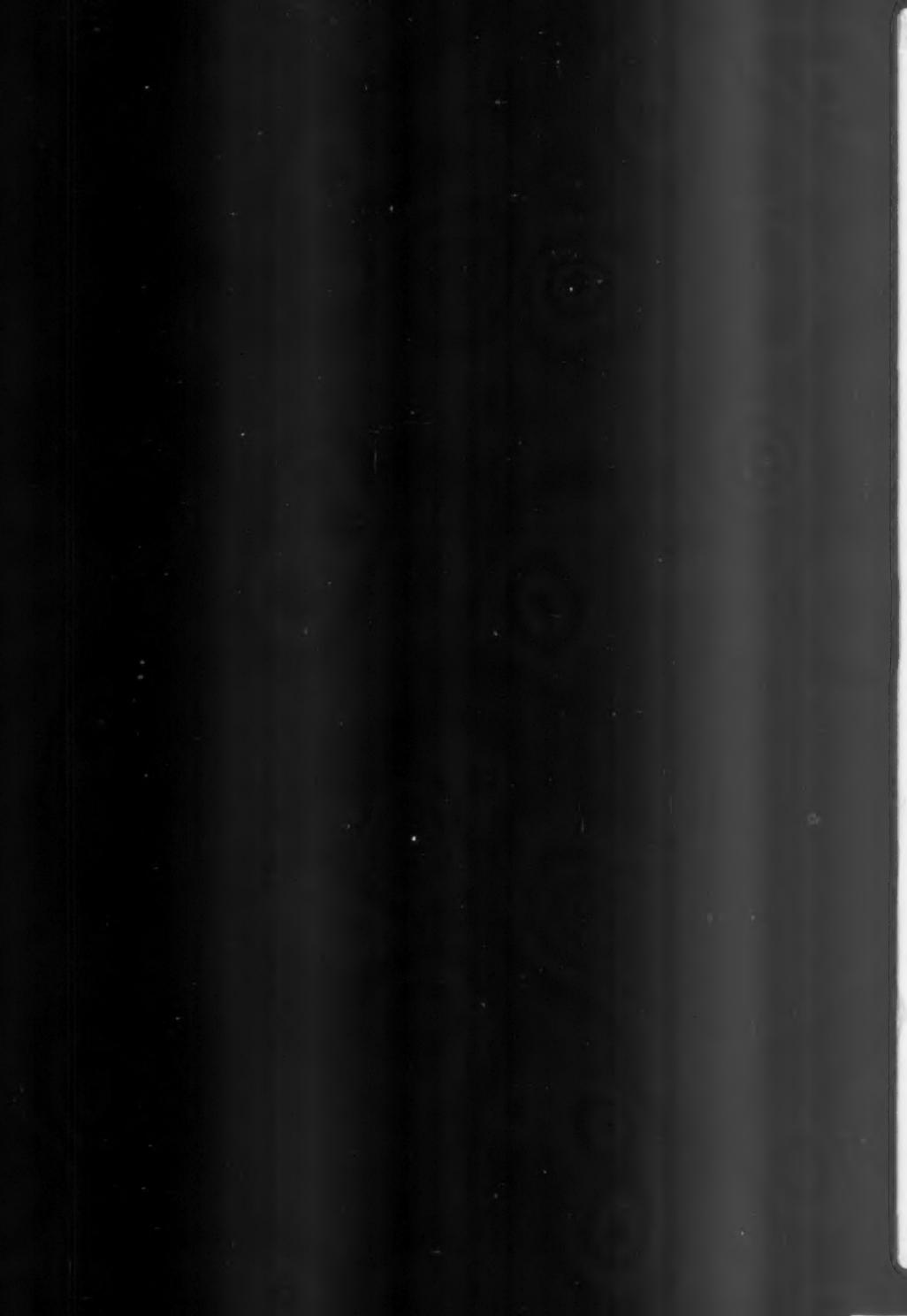
T. W. HUNTER, Librarian, Archbishop's House, Westminster."

Similar expressions of opinion have been received from a large number of
leading journals, and from many well known English and American Librarians.

N.B.—The Contents-Subject Index will be supplied to all Library Assistants at a
reduced price if applied for before publication

Full particulars of the above and also of other Library Aids sent upon application.





The Library Assistant:

The Official Organ of the Library Assistants' Association.

No. 19.

JULY, 1899.

Published Monthly

THE LIBRARY ASSISTANTS' ASSOCIATION.

FOUNDED 1895. FOURTH SESSION. YEAR 1898-9.

Members are requested to carefully read the announcements appearing on this page, as no further intimation of meetings and other arrangements will be sent out.

ANNUAL MEETING.

The Fourth Annual Meeting will be held at 8 p.m. on Wednesday, July 19th, at 20, Hanover Square, W.

The report of the Committee and the balance-sheet will be submitted; the Officers and Committee for the ensuing year will be elected; and amendments to the rules and any other resolutions of which notice has been given will be considered.

All nominations received will be found on the ballot paper enclosed herewith to all members qualified to vote. The ballot papers will be opened and counted at the annual meeting.

Subscribers to this journal and friends are invited to attend the meeting.

SUMMER PROGRAMME, 1899.

The Wandsworth visit took place on the 28th and was very successful; a full account will appear next month, as also an announcement of the plans of the Entertainment Committee for a visit to Windsor.

JUNE MEETING.

The last meeting of the session was held at 8 p.m. in the ancient and historic crypt of St. John of Jerusalem, Clerkenwell, on June 14th. Mr. J. D. Brown occupied the chair, and Mr. L. S. Jast gave an address on "Reading." Subsequently Mr. H. W. Fincham, Churchwarden of Clerkenwell, gave a brief description of the meeting-place. There was a good attendance, and the able addresses were listened to attentively. Mr. G. E. Roebuck and Mr. W. J. Harris were elected auditors for the annual meeting. A vote of thanks was accorded to Mr. Jast, on the motion of Mr. Ogle, seconded by Mr. Chambers, and a similar compliment was paid to Mr. Brown and to Mr. Fincham, on the motion of Mr. Dyer, seconded by Mr. F. M. Roberts.

L.A.A.—NORTH WESTERN BRANCH.

JULY MEETING.

This will be held in the Central Library, Bootle, on Saturday, 8th July, at 3 o'clock. Members are earnestly requested

to attend this meeting, and any library assistant able to attend is cordially invited. *Trains from Manchester (Central) at 2.30. Meet at 2.15 in booking Office.*

JUNE MEETING.

This meeting was held at Hulme on June 14th, with the President in the chair part of the evening. On leaving he was succeeded by Mr. J. H. Swann. There was a good attendance, among the visitors being several students of the Summer school. Mr. R. Irwin opened a discussion on "Hints to Assistants in Reading," quoting a passage from a contemporary which said "Henty and Ballantyne are more to their mind, and as they grow older they graduate to Boothby and Dick Donovan," and pleading that one of the best ways to raise the status of assistants was by the formulation of a systematic scheme of reading, which should give them that general knowledge they lacked. He went on to suggest that junior assistants should pay more attention to the acquirement of general than technical knowledge, and wished to see a test of thorough education compulsory before an assistant be allowed to sit for the professional examination. Mr. Dickens saw practical difficulties in the formulation of a scheme of reading, and pointed out that though in the present library system it was absolutely necessary for a boy to be able to find books, and that it was quite optional for him to know their contents, yet it was the fault of the individual if his knowledge stopped short at the title page. He strongly supported the idea of a graded examination. Other speakers having spoken in the same vein the discussion closed.

Mr. Edward McKnight having resigned his seat on the Committee on his appointment to Chorley, Miss T. J. Alley, of Chorlton, was duly nominated and elected to fill the vacancy. The meeting terminated with the usual votes of thanks.

WOMEN LIBRARIANS.

On Tuesday, 4th July, in the small hall of Westminster Town Hall, the International Congress of Women will hold a meeting to discuss Librarianship as a Profession for Women. Miss James, Miss Petherbridge, Mrs. F. H. Hess, and Miss Toumin Smith are reading papers.

JOHN DAWSON AND HIS BOOKS.

A SUPPLEMENTARY NOTE.

On Saturday, 10th June, was sold at Sotheby's auction rooms among the MSS. of the late Sir T. Phillips, a volume containing part of the diary of John Dawson, exciseman, of whose valuable gift to Shoreditch an account is given on p. 165. This volume contains on the last pages, a copy of the clauses of

THE LIBRARY SUPPLY CO.

Makes or can supply

Catalogue Cards
Card Cabinets
Steel Book Stacks
Bookcases
Revolving Bookcases
Roll Top Desks
Chairs
Tables
Newspaper Stands
Newspaper Fasteners
Name Tablets
Periodical Covers
Periodical Racks
Counters
Indicators
Pamphlet Cases

Staple Fasteners
Library Numbers
Museum Labels
Museum Card Rests, Pins, &c.
Museum Cases
Glass-Topped Boxes, &c.
Museum Numbers
Spring Portfolios
Stationery
Book Supports
Shelf Label Holders
Shelf Fittings
Match-Striking Plates
Periodicals Lists
Rubber Daters
Duplicating Apparatus

IN FACT EVERYTHING FOR LIBRARIES AND MUSEUMS
EXCEPT BOOKS.

"LIBRACO" SERIES OF ACCOUNT BOOKS FOR LIBRARIES AND MUSEUMS.

Fep., Folio, 288pp., on sound Linen Paper, Ruled and Printed, Half-Leather
Cloth sides, Gold blocked.

1. Borrowers' Register	... 10s.	8. Visitors' Book	10s.
2. Library Accessions...	... 10s.	9. Books Overdue	10s.
3. Library Register 10s.	10. Library Shelf Register	10s.
4. Library Catalogue...	... 12s.	11. Library Statistics	10s.
5. Periodicals Register	... 12s.	12. Proposition Book	10s.
6. Museum Accessions	... 10s.	13. Donation Book	10s.
7. Bindery Book	... 10s.	14. Minute Book	10s.

THE LIBRARY STOCK BOOK, folio, 19,000 entries, 30s.

PUBLICATIONS OF THE LIBRARY SUPPLY CO.

LIBRARY WORLD. Monthly. A medium of intercommunication for
Librarians. 5s. 6d. per annum, post free.

**SOUVENIR OF THE 21st ANNUAL MEETING OF THE LIBRARY
ASSOCIATION.** Held at Southport—Preston—Wigan, 1898. 3s. 6d. net.

MANUAL OF LIBRARY CLASSIFICATION & SHELF ARRANGEMENT.
By JAMES D. BROWN, Librarian, Clerkenwell Public Library, London.
Crown Svo., Cloth, 4s. net.

ADJUSTABLE CLASSIFICATION FOR LIBRARIES. By J. D. BROWN.
Interleaved. 1s. 6d.

MANUAL OF LIBRARY CATALOGUING AND INDEXING. By J. HENRY
QUINN, Librarian, Chelsea Public Libraries, London.

PUBLIC LIBRARY PRIMER. By FRANKLIN T. BARRETT, Librarian of the
Fulham Public Libraries.

CATALOGUES ON APPLICATION,

LIBRARY SUPPLY CO.,

4, Ave Maria Lane, Paternoster Row, LONDON, E.C.

FRASER & Co. (Late of 18, Gate Street,)
Holborn,

Advertising & Printing Contractors.

ADVERTISEMENTS FOR CATALOGUES, BOOKMARKS, &c.

PUBLIC LIBRARY WORK A SPECIALITY.

HIGHEST REFERENCES.

TEMPORARY OFFICES since fire:

18, BRIDE LANE, LUDGATE CIRCUS, E.C.

JOHN & EDWARD BUMPUS, LIMITED.

Booksellers to H.M. the Queen and the Royal Family,

350, Oxford Street, London, W.

(And 5 and 6, Holborn Bars, E.C.)

One of the largest and best selected stocks in the kingdom, displayed in
Three Departments, viz.:—

- 1.—**NEW BOOKS** (ground floor). All the standard and current literature
- 2.—**LEATHER BOUND BOOKS** (first floor). A very great variety
- 3.—**SECOND-HAND BOOKS** (second and third floors). Many thousands of volumes.

The supply of Public Libraries is specially catered for, the discount allowed off the prices of New Books being unequalled (Terms on application.)

Also a liberal discount is allowed from the marked prices of Second-Hand Books.

MESSRS. BUMPUS have the supply, in addition to others, of the following Free Libraries:—

**West Ham, Bishopsgate, Shoreditch, Streatham, Hertford, Leyton
St. Bride's, Cripplegate, Richmond.**

MYERS & Co.,

Second-hand Booksellers,

44, BOOKSELLERS' ROW, STRAND, LONDON, W.C.

Very large Stock of Standard Works to select from. Special terms to Librarian

INSPECTION INVITED.

Catalogues issued Monthly and sent Post Free on application.

44, Booksellers' Row, Strand, London, W.C.

Branches for New Books at full Discount Prices:—

29, King William Street, City, E.C.,

AND

21, Railway Approach, London Bridge Station.

the will, relative to the gift to Shoreditch, and then follows the written receipt of the vicar: "And the said James Dawson (executor) on the 29th day of the said month of January, delivered all the said books and other things so bequeathed as aforesaid, except the book of the Testator's Life, to William Burgess, clerk to the said parish." This is signed by John Hotham, vicar, James Dawson and William Burgess. It is curious that two volumes of the "Life" should have remained at Shoreditch, but a large illumination of the Dawson arms on the inside front cover may have made this volume of special value to the executor.

The volume was sold for upwards of £7, and has gone to enrich the collection of rare and valuable Yorkshire Topography which Dewsbury Public Library owns, and as Dawson was a native of the town it could have no more fitting home, unless it had gone to Shoreditch to stand beside its two companion volumes.

A WOMAN LIBRARIAN PRAYED FOR.

"Oh, Lord, vouchsafe Thy saving grace to the librarian, and cleanse her of her sin and make her worthy of her office."

Such was the prayer of a reverend gentleman of Los Angeles, California, to whom offence had been given by the librarian in that the library committee had permitted the circulation of unorthodox books.

The law courts did not agree with such clerical licence, and inflicted a heavy penalty for the indiscretion.

THE SOCIETY OF PUBLIC LIBRARIANS.

A meeting was held at Bishopsgate on May 3rd, when Mr. W. Bridle (*East Ham*), read a paper on "Public Lending Library Catalogues," which was a plea for the dictionary catalogue in two parts (the first consisting of author and title list, and the second a classified list), as against the classified catalogue. A long discussion ensued.

CORRESPONDENCE.

[*The Editor will be glad to receive letters on all topics of interest, but it must distinctly be understood that no responsibility for matter printed over the name or pseudonym of a correspondent, rests with the Editorial Committee. Anonymous letters should be accompanied with name and address as a guarantee of good faith, but in no case will this be disclosed.*]

SEVEN-DAYS WORK AND PUBLIC LIBRARIES.

DEAR SIR,

Other people than clergymen and newsagents are interested in the seven-day newspaper question—amongst others library assistants, because the continuous opening of a building seven

days in a week (like the continuous publication of a paper), means seven days' labour. The Puritan backbone of England has stiffened at two newspapers who dared to call their seventh-day editions by the same name as their ordinary edition, and Battersea and Shoreditch Vestries, and the Bishopsgate and Cripplegate Trustees have banned all their issues from the reading rooms. But the weekly edition of the "*Globe*" is called the "*People*," of the "*Westminster Gazette*" is called the "*Weekly Dispatch*," and of the "*Chronicle*" is called "*Lloyds*," and all of these issue editions printed in the early hours of Sunday morning, and sold on that day. Are not these too, "*fraught with serious industrial consequences to the working classes, and moral, ethical and physical detriment to the whole nation*," or is it true that a change of name excuses seven day issues? I have quoted from the Battersea Vestry's resolution, but do not the Battersea Libraries open on Sundays, and does no one therein work seven days in any one week, and perchance sell part of his seventh day for a fee to watch over the Reading Room, or does no cleaner have to clean up seven days? Seven days work is necessarily entailed in smaller libraries that open on Sunday, and I shall be glad to be assured that Battersea is not working its libraries to the "moral, ethical and physical detriment" of any one of its library officers such as their words depict to be unhappy case of the library committee who employs

"ONE WHO IS ON DUTY 13 DAYS OUT OF 14."

WOMEN AS LIBRARIANS IN BRISTOL.

By W. L. SELBY.

The editor regrets that in the compression necessary, owing to great pressure of matter last month, a mistake occurred in this article.

No one who is acquainted with the history of the Bristol Libraries could fall into the error of stating that the books given by Archbishop Mathew, between 1613 and 1628, are in the Bristol Museum and Library—a comparatively modern institution. They are carefully preserved in the Bristol Central Reference Library founded in 1613. Had the article been printed *in extenso* this would have been clearly seen.

L.A. CLASSES: THE PASS LIST.

By the courtesy of Mr. H. D. Roberts (hon. sec. Education Committee) the following results of the recent examinations are given:—

ELEMENTARY BIBLIOGRAPHY (Lecturer, Mr. H. Guppy).—Thirty students attended the lectures and twenty sat the examination. *Each obtained full*

1	Biggs, A. G., St. George, Hanover Square Wood, R. B., " "	Each obtained full marks and has been awarded as a prize a copy of the "Transactions of the International Conference, 1897."
2	Bath, F. H., Croydon Ogle, H., Hampstead	Each obtained 90 per cent. of marks.
3	Hall, S., Lambeth.	
4	Parsons, E. H., St. George, E.	
5	Prideaux, W. R. B., R. Med. and Ch. Soc. Roebuck, G. E., St. George, E. Soper, H. T., Stoke Newington.	
6	Epps, A., Bermoudsey.	
7	Wood, P., St. George the Martyr.	
8	Young, W. B., Leyton.	
9	Amos, G. H., Brounley Bradley, C. A., Lambeth. Brown, J. W., Shoreditch. Pocock, F., Brentford.	

CATALOGUING (Lecturer, Mr. F. J. Burgoyne).—Twenty-three students attended the lectures, and eighteen sat the examination.

1 Ogle, H., *Hampstead*.
 2 Hall, S., *Lambeth*.
 3 Roe buck, G. E., *St. George, E.*
 4 Bradley, C. A., *Lambeth*.
 5 Burgoyne, F. J. P., *Battersea*.
 Biggs, A. G., *St. George, Hanover Square*.
 6 Epps, A., *Bermondsey*.
 { Panther, S. W., *Lambeth*.

The following are commended :—T. W. Glazier, Streatham; F. Henn, *Imperial Institute*; W. Jennings, *Kensington*; E. H. Parsons, *St. George, E.*; and H. T. Soper, *Stoke Newington*.

PUBLIC LIBRARY ADMINISTRATION (Lecturer, Mr. H. D. Roberts).—Ten students attended the lectures and six sat the examination.

- 1 Nash, A., *Clapham*.
- 2 Pocock, F., *Brentford*.
- 3 Bursill, P. C., *St. George, Hanover Square*.
- 4 Panther, S. W., *Lambeth*.

CATALOGUING (Lecturer, Mr. J. H. Quinn).—Nine students attended the lectures and seven sat the examination.

- 1 Dyer, B. L., *Kensington*.
- 2 Robinson, A. B., *Lambeth*.
- 3 { Nash, A., *Clapham*.
Emery, W. L., *Chelsea*.
- 4 Bursill, P. C., *St. George, Hanover Square*.
- 5 Lloyd, J., *Kensington*.

PUBLIC LIBRARY LEGISLATION (Lecturer, Mr. C. T. Davis).—
One student attended the lectures and sat the examination.

1 Bursill, P. C., *St. George, Hanover Square.*

NOTES AND NEWS.

ACTON.—The new library, the gift of J. Passmore Edwards, Esq., is to be opened by Mr. Choate, American Ambassador.

BANFF.—The Acts have been adopted, and Mr. Carnegie has offered £1,000 towards cost of building.

BIRMINGHAM.—The "Old Library" was re-opened on June 10th. The new premises have cost £10,000.

GRIMSBY.—The Mechanics' Institute is to be adapted for library purposes at a cost of £1,400. It was decided to spend about £450 annually for the purchase of books.

SALFORD.—A loan of £4,000 is to be borrowed to build a library on the site presented by the late Sir P. Heywood.

SOUTH SHIELDS.—A branch library is to be opened.

APPOINTMENTS.

GREEN, Mr. T., Assistant, Ashton-under-Lyne, to be Senior Assistant, Shoreditch.

GUPPY, Mr. H., of Sion College Library, and Editor of the "*L.A. Record*," to be Joint-Librarian of the John Rylands Library, Manchester.

MOSLIN, Mr. A. M., Junior Assistant, Chelsea, to be Second Assistant, St. Saviour's.

PRESENTATION.

CHURCH, Miss GERTRUDE, Assistant at Clerkenwell Public Library, having resigned her position to take up the study of artistic designing, the members of the staff, upon the occasion of her leaving, made a presentation, which took the form of a gold bracelet.

C.

OBITUARY.

BROWN, GEORGE VICARS, Senior Assistant, Shoreditch, after upwards of five years' service, broke down in health, and his doctor advising a visit to Australia, he resigned. But the order of release came sooner than was expected, and he passed away on 9th June at Peckham. Those who knew him and worked with him respected him. "His mind was perfect, and his purpose true."

R.

NOTICES.

NEW MEMBERS.—The following are elected members:—
SENIORS.—Mr. W. D. Baxter (Library of Wynne E. Baxter, Esq., J.P.) and Mr. C. H. Limbrick (Sion College). **JUNIORS.**—Messrs. W. J. C. Farnell and W. E. Mathias (Shoreditch).

All communications as to the Library Assistants' Association, or as to this journal, should be addressed to the Hon. Secretary, Mr. B. L. Dyer, Old Brompton Road, S.W.

LIBRARY ASSISTANTS' ASSOCIATION.

FOURTH ANNUAL REPORT.

To be presented to the Annual Meeting, at 20, Hanover Square, on Wednesday, July 19th, 1899.

The Committee beg to submit the Fourth Annual Report on the work of the L.A.A. The year now under review has been one of considerable progress and unvarying success. A branch has been formed, the first dinner held, the membership has largely increased, the journal has been continuously published, and the funds of the Association continue in a very satisfactory condition.

The Third Annual Meeting was held on July 13th, 1898, when no alterations were made in the rules, though a motion was carried, that on a London Committeeman failing to attend three consecutive meetings to which he had been summoned, his seat should be declared vacant. A unanimous resolution was carried, respectfully protesting against the admission of others than those actually engaged in library work to the Library Association classes.

At this meeting, as a slight testimonial of appreciation of the many kindnesses of Mr. J. Y. W. MacAlister to this Association, a silver salver, which had been subscribed for by the members of the L.A.A., was presented to him.

A Special General Meeting in March almost unanimously altered Rule 6, clause *a*, in view of the great increase in the number of country members, so that the Committee will in future consist of ten London and ten non-London members.

The Ordinary Meetings have been regularly held each month from October to June, and the Association is again to be congratulated on the admirable series of lectures and discussions which were arranged. The best thanks of the members are due to the lecturers, to those gentlemen who have occasionally presided, and to those librarians and others who have kindly provided accommodation for the meetings. To the Governors of the Cripplegate Institute the Association is especially indebted for the privilege of a central meeting place for the Committee, while Mr. Herbert Jones, of Kensington, Mr. Laurence Inkster, of Battersea, and Mr. Thomas Mason, of St. Martin's, have also placed rooms at our disposal. To Mr. George Preece, of Stoke Newington, the Association is much indebted, in that for three succeeding years he has placed a room at our disposal for the annual audit.

The first dinner took place in November, and proved a great success socially and financially. The Annual Concert and Conversazione took place in April, in the Hall of St. Bride Founda-

tion Institute, kindly lent by the Governors, and was well attended. The services of the artistes were again given gratuitously, though out of the proceeds of the dinner—which defrayed the costs of the concert—a small honorarium was voted to Mr. T. H. Yeldham, who very generously had placed his services at the piano at the disposal of the Entertainment Committee for the social gatherings of the past three seasons.

During the summer months excursions were made to Hatfield, Windsor, Twickenham, and St. Albans, the first and third of which were unqualified successes, but the attendance at the other two was poor. The thanks of the members are due to the Marquis of Salisbury and to Mr. R. R. Holmes, for the permissions to view the libraries of Hatfield and Windsor; while to Mr. Henry Labouchere, M.P., who kindly placed the gardens of Pope's Villa at our disposal for the day, and to Mr. Edwin Maynard, of Twickenham, we are especially indebted. An endeavour was made to arrange a visit to Stratford-on-Avon on Whit Monday, but adequate arrangements could not be made with the railway companies, though the idea was well supported. The arrangements for this summer are now under consideration, and will commence on June 28th, with a visit to Wandsworth.

With a view to increasing the interest of occasional visitors to the meetings in the work of the L.A.A., Messrs. Brown, Chambers, and Rees were appointed to welcome visitors, and the result has been very satisfactory.

The chief feature of the year's work is the formation of the N.W. Branch at Manchester. A circular letter was issued to all the librarians and assistants in Lancashire and Cheshire, with a view to obtaining their support. Many favourable replies were received, but it is mainly due to the enterprise and energy of Mr. P. D. Gordon, of Mudies', Manchester, that the Branch was successfully started; thirty-two members have either joined or been transferred, and Mr. C. W. Sutton, Librarian of Manchester, has accepted the Presidency. The few meetings that have been held have been well attended, the papers provoking interesting discussions.

The Committee have to record their great satisfaction that the Education Committee of the Library Association has been able to continue the classes inaugurated last year, but they have to regret that the classes are not restricted to those actually engaged in library work. During the year an application was made by the Education Committee to the London Technical Education Board for a grant in aid of the classes, which was strongly supported by this Committee except so far as it related to the admission of non-practitioners. Owing to the differing views of the L.A. and L.A.A. on this point the Technical Education Board decided for the present to do nothing in the matter. It is, however, hoped that before long the classes may take a permanent place in the educational machinery of the County of

London, and thus form a precedent for the establishment of similar classes in centres wherever technical funds are administered.

The Journal has continued to be regularly published, but to make its financial success secure, some extra subscriptions are needed, and librarians wishing to aid the work of the Association can best do so by subscribing for a copy of the journal which contains matter of current interest to all librarians. The Journal continues a useful aid to the work of the Association, and has led to a better understanding of its ideals in the provinces, and thus to a large increase of members. The small subscription to the L.A.A., carrying a free copy of the Journal, should lead to a much larger number of assistants becoming members. The Journal Committee during the year received from Mr. H. Jones the engraved block of an original design for the cover of the Journal, for which they are much indebted.

It is reported by the Librarian that during the year 31 books and 10 pamphlets have been added to the Library, which now contains 180 volumes. Included in this total are 57 catalogues and 15 reports. The following are the chief donations:—"Transactions and Proceedings of the Second International Conference, 1897" (3 copies), by the Executive Committee upon the application of the L.A.A.'s delegate; "Catalogue of the Welsh Library, Cardiff Free Library," by Mr. J. Ballinger; Greenwood's "Public Libraries" (several copies), and several catalogues, by Mr. J. Y. W. MacAlister; current numbers of "Medical Libraries," "Public Libraries," and "Rivista della Biblioteche," received in exchange for the Journal; "Library Series," vol. 1 to 4; Brown's "Manual of Library Classification" and "Adjustable Classification"; Quinn's "Manual of Cataloguing," and various catalogues and publications sent to the Journal for review; and the following by Miss M. S. R. James:—"Library Notes," vols 1 to 4; "General Index to the Library Journal," "Books for Girls and Women," "Books for Boys and Girls," "Paper and Ink," "A.L.A. List of Subject Headings," "Denver P.L. Handbook," "Reading for the Young," "Bibliography of Fine Art," "List of French Fiction," "Eclectic Card Catalog Rules," "Hints to Small Libraries," "Cutter's Alfabetic-order Table, altered and fitted with three figures," by Miss Kate Sanborn; "Cutter's Author Marks" and "Cole Size Card." The thanks of the L.A.A. are due to the donors above-mentioned, and to the librarians who have sent catalogues and reports from Battersea, Bishopsgate, Bootle, Bromley, Bulawayo, Carlisle, Cripplegate, Croydon, Devonport, Exeter, Fulham, Hammersmith, Hampstead, Holborn, Manchester, Nantwich, Penge, Plymouth, Rotherhithe, St. Bride, St. George, Hanover-square, St. George the Martyr, St. Saviour's, Waterloo-with-Seaforth, Watford and West Ham.

The Governors of St. Bride Foundation Institute in May granted to the members of the L.A.A. the valuable privilege of the use of the Blades and Passmore Edwards Libraries of the Institute—technical libraries which hitherto have been limited in use to members of the printing and allied trades.

Mr. Thomas Greenwood showed his continued interest in the work of the Association by presenting £20 to be distributed as prizes for essays in certain subjects. The following librarians kindly consented to act as adjudicators:—Messrs. J. Potter Briscoe, J. D. Brown, R. K. Dent, L. Inkster, J. H. Quinn, and W. H. K. Wright; and it is hoped that out of the essays sent in for the first and second prizes in two subjects each, senior and junior, some valuable papers will result. If possible the series of prize essays will be continued, and Mr. Cotgreave has offered an annual guinea for five years for the best essay to be contributed on practical subjects to be selected from time to time.

Messrs. Carter, Dyer, and Ogle represent the Association at the Superannuation Conference convened by the Municipal Officers' Association.

Dr. Garnett, an honorary member of the L.A.A., having retired from his post as Keeper of the Printed Books at the British Museum, the Committee decided to contribute to the testimonial organised by the L.A.

The number of members now enrolled is 161, being an increase of 60 since the publication of the last report. Of these 97 are senior and 64 junior members. Seventy-eight new members have been added during the year. There are also nine honorary members.

During the year no fewer than five members have been appointed to librarianships:—Mr. J. F. Cadenhead (*Wallasey*), Mr. S. J. Clarke (*Penge*), Mr. E. McKnight (*Chorley*), Mr. W. S. C. Rae (*Darwen*), and Mr. F. M. Roberts (*St. George's E.*)

From the financial point of view the past year has been again eminently satisfactory. The receipts have shown a substantial increase, and though the expenditure for the journal is comparatively heavy, the Treasurer has yet a substantial balance to meet the payments during the next few months. The year under review has been particularly rich in donations, and the following have been gratefully acknowledged:—Mr. A. H. Carter, £1 1s.; Mr. A. L. Clarke, 5s. 6d.; Mr. H. Ogle, £1 1s.; Mr. E. G. Rees, £1 1s.; Mr. F. M. Roberts, 10s. 6d.; “M. B. R.” £3 3s. In addition there are donations promised of £1 11s. 6d. The usual balance sheet is appended.

The Committee desire to cordially thank the retiring Chairman and officers for their valuable services, and in conclusion would again thank all those who have in any way contributed towards the welfare of the Association.

Signed on behalf of the Committee,

HENRY OGLE, *Chairman.*

B. L. DYER, *Hon. Secretary.*

7th June, 1899.

OFFICERS AND COMMITTEE, 1898-9.

Chairman.

F. M. ROBERTS, St. George, Hanover Square.

(*Resigned September, 1898.*)

o* HENRY OGLE, Hampstead.

(*Elected November, 1898.*)

Committee.

*J. WILSON BROWN, Shoreditch (*Haggerston B.*)

A. H. CARTER, St. Martin's (*Hon. Librarian.*)

S. J. CLARKE, Newington (*Resigned September, 1898.*)

†A. DENTON, Chelsea.

*J. F. HOGG, Battersea (*Hon. Sec. Branches S.C.*)

†W. B. McDouall, Hammersmith (*Shepherd's Bush B.*)

*D. McDougall, West Ham (*Elected December, 1898.*)

EVAN G. REES, Westminster.

†W. B. THORNE, St. Bride Foundation Institute.

†A. T. WARD, Cripplegate Institute (*Hon. Sec. Entertainment S.C.*)

R. B. WOOD, St. George, Hanover Square (*Elected December, 1898.*)

Treasurer.—o*W. GEO. CHAMBERS, Stoke Newington.

Hon. Secretary.—o†BERTRAM L. DYER, Kensington (*Brompton B.*)

†*Entertainment sub-committee.*

**Branch sub-committee.*

o*Journal sub-committee.*

ATTENDANCES AT COMMITTEE MEETINGS.

	Summoned to.	Attended.		Summoned to.	Attended.
Mr. Brown...	...	19	17	Mr. McDougall ...	9
.. Carter	14	9	" Ogle ...	32
.. Chambers	32	32	" Rees ...	14
.. Denton...	...	21	13	" Thorne ...	21
.. Dyer	34	34	" Ward... ...	22
.. Hogg	19	17	" Wood... ...	9
.. McDouall	...	21	18		

14 Committee meetings and 25 Sub-Committee meetings have been held.

RULES.

1. NAME.—The Association shall be called “THE LIBRARY ASSISTANTS’ ASSOCIATION.”
2. OBJECTS.—Its objects shall be to promote the social, intellectual, and professional interests of its members, by meetings of a social character, by discussions on professional subjects, and in such other ways as may be suggested from time to time.
3. ORDINARY MEMBERS.—(a) All persons engaged in library administration, other than chief librarians, shall be eligible for election. Applications shall be made in writing to the Hon. Secretary, and shall be considered at the next meeting of the Committee. (b) When a member is raised to the status of chief librarian, or leaves the profession, such person shall cease to be a member six months afterwards. (c) The Association at any ordinary meeting of not less than twenty members shall have power to expel any member by a vote of two-thirds of those present. Such member shall have the right of appeal to the Annual General Meeting.
4. HONORARY MEMBERS.—The Committee shall have power to elect hon. members, such members not having the right of voting.
5. SUBSCRIPTION.—(a) The Annual Subscription shall be 5s. for Senior, and 2s. 6d. for Junior Assistants, payable in advance from the date of election the first year; in subsequent years on October 1st; but those elected at the last two meetings of the session shall not be liable for a further subscription till October 1st of the year following that in which they were elected. (b) Members being six months in arrear with their subscriptions shall cease to belong to the Association.
6. OFFICERS.—(a) The Officers of the Association shall consist of Chairman, Treasurer, Secretary, and a Committee of ten London and ten non-London members, who shall be elected at the Annual Meeting. (b) In the event of any of these offices falling vacant, the vacancy shall be filled at the next Ordinary Meeting of the Association.
7. MEETINGS.—(a) There shall be an Annual Meeting of which due notice shall be given. (b) Ordinary Meetings shall be held at such times and places as shall be decided by the Committee. (c) Special General Meetings shall be called on the requisition of ten members of the Association.
8. PROCEDURE.—Amendments to these rules shall only be considered at the Annual Meeting, or at a Special General Meeting convened for that purpose.

LIST OF MEMBERS.

Honorary Members.

SAMUEL J. CLARK.	J. Y. W. MACALISTER, F.S.A.
RICHARD GARNETT, C.B., LL.D.	R. A. PEDDIE.
THOMAS GREENWOOD.	Miss PETHERBRIDGE.
Miss M. S. R. JAMES.	F. MEADEN ROBERTS,

CHARLES WELCH,

Ordinary Members.

Abbott, C. S., Eastbourne	Gentry, E. J., Lincoln
*Amos, G. H., Bromley	Gibson, W. H., Newcastle-upon-T.
Ayton, J. G., Leyton	*Gill, W., London Library
*Barnes, W. E., Battersea	Gillespie, D. A., St. George, Han. Sq.
*Baxter, W. D.	Glazier, T. W., Streatham
Bennett, H. E., Chester	Grist, H., Tottenham
Benson, H., Edmonton	Haggerston, L. R., Newcastle-upon-T.
*Biffen, N., Whitechapel	*Hair, A., Tynemouth
Biggs, A. G., St. George, Han. Sq.	*Hall, S. B., Lambeth
Bird, W., Day's Library	*Harris, W. J., Cripplegate Inst.
*Brace, W., Shoreditch	*Hatcher, A. W., West Ham
Bradley, C. A., Lambeth	*Hatcher, S. A., West Ham
Brenchley, F., Streatham	Henn, F., Imperial Inst.
*Brown, E. C., Bristol	*Hoagy, J. F., Battersea
*Brown, J. W., Shoreditch	Holland, J. A., West Ham
Buddery, E. E., West Ham	*Holmes, H. J., Battersea
Bullen, R. F., Poplar	Hooper, A., St. Martin's
Burgoyne, J. F. P., Battersea	*Hughesden, H. J., Goldsmiths' Inst.
*Bursill, P. C., St. George, Han. Sq.	Jenings, W., Kensington
*Burt, A. G., Fulham	Jones, E. D., Walthamstow
Campion, P. W., Shoreditch	Kettle, B., Guildhall
*Cannons, H. G. T., Clerkenwell	Kirby, A. R., Leyton
*Carter, A. H., St. Martin's	Lawler, E. A., Westminster
Castle, A., Newington	*Limbrick, C. H., Sion College
*Chambers, W. G., Stoke Newington	Lloyd, J., Kensington
*Clark, C., West Ham	Lucy, Miss, Worcester
*Clarke, A. L., R. Med. and Ch. Soc.	*McCall, G. H., Hampstead
Cogswell, A., Streatham	*McDougall, W. B., Hammersmith
*Colman, C., Battersea	*McDougall, D., West Ham
Coltman, W. L., Derby	McDougall, O., West Ham
*Connor, H. H., Enfield	McGill, W., Glasgow (Mitchell)
*Corns, A. R., South Shields	*Mathews, B. J.
*Crockford, A. W., Richmond	Mathias, W. E., Shoreditch
*Cunningham, W., Athenaeum, Liverpool	Mattocks, S. G., Kensington
Currie, H. R., Hammersmith	May, T. R., St. George, Han. Sq.
*Denton, A., Chelsea	*May, W. B., Kensington
*Dinelli, H. P., Hammersmith	*Montgomery, W. T., Bootle
Dowden, E. T., West Ham	Moslin, A. M., St. Saviour's
*Dyer, B. L., Kensington	*Nash, A., Clapham
Epps, A., Bermondsey	*North, Miss F., Battersea
*Ewing, J. C., Glasgow (Mitchell)	*Ogle, H., Hampstead
Farnell, W. J. C., Shoreditch	Pallinger, F. A., Day's Library
*Farrow, P. E., Tottenham	Parsons, E. H., St. George-in-the-E.
Fretton, H. W., West Ham	*Philip, A. J., Hampstead
Gabbatt, G. W., Barrow-in-Furness	*Pick, E. A., Whitechapel

*Pickard, W., Bermondsey	*Thomas, Miss A. M., Bishopsgate
Powell, V., St. Martin's	*Thorne, W. B., St. Bride Inst.
*Radcliffe, J., East Ham	*Tilling, A. E., Bristol.
*Rees, E. G., Westminster	Tregurtha, C., Clerkenwell
*Reilly, Miss M. E., Battersea	*Tumath, A. J., Holborn
*Rivers, J., Hampstead	*Vellenoweth, W. J., Minet
Rix, H. J., West Ham	*Verney, Sir E., Bart., M. Clayton
Roberts, F., Kensington	Waite, C. H., Kensington
Robertson, R., Glasgow (Mitchell)	*Waller, G. F., Camberwell
*Roebuck, G. E., St. George-in-the-E.	*Ward, A. T., Cripplegate Inst.
Seward, F., Bromley	*Welch, H. C., Guildhall
Sheppard, R. W., Day's Library	*Wheeler, Miss C. L., Battersea
*Slingsby, C. A., Hull	*Whitwell, C., West Ham
*Smith, Miss A. E., Chelsea	Wilson, W., Gateshead
*Soper, H. T., Stoke Newington	*Wood, P. H., St. George the Martyr
*Standage, A. J., Ealing	*Wood, R. B., St. George, Han.-Sq.
Steed, Miss A. M. J., Shoreditch	*Wright, C. R., Barrow-in-Furness
Stiff, E. W., Shoreditch	Wright, J. T., Newington
Sunley, W. H., Leyton	*Young, W. B., Leyton
*Surtees, G. H., Croydon	

*Senior Members.

L.A.A. NORTH WESTERN BRANCH.

President : CHARLES W. SUTTON, Esq.

Chairman : R. IRWIN.

Hon. Sec.: P. D. GORDON.

Treasurer : W. CROMPTON.

LIST OF MEMBERS.

o*Alley, Miss T. T. J. (<i>Chorlton</i>)	o*Irwin, R. (<i>Hulme</i>)
o*Baker, A., Ashton-under-Lyne	*Jones, G., (<i>Openshaw</i>)
*Berry, W. H., Oldham	*Kirk, H. W. (<i>Chetham Coll.</i>)
Clare, A., Oldham	McKenzie, W., Wigan
o*Crompton, W. (<i>Y.M.C.A.</i>)	o*McKnight, E., Carlisle
Dallimore, F., Wigan	McKnight, J., Wigan
o*Dickens, J. D. (<i>Athenaeum</i>)	Mitchell, Miss E. S. (<i>Hulme</i>)
Dyson, Miss, Oldham	*Moorehouse, T., Stalybridge
Eastwood, T. R., Oldham	*Perceval, H. (<i>Owen's Coll.</i>)
*Evans, E., Northwich	*Pomfret, T., Blackburn
Galloway, H. (<i>Mudies'</i>)	Potter, Miss L. M., Oldham
*Glover, Miss M. (<i>Chorlton</i>)	o*Quaraby, W., Oldham
*Gordon, P. D. (<i>Mudies'</i>)	Smith, H., Wigan
Gray, F., Carlisle	Steele, H. G., Carlisle
*Green, T., Ashton-under-Lyne	*Swann, J. H. (<i>Reference</i>)
o*Haworth, F. W. B. (<i>Reference</i>)	*Tookey, W. U. (<i>Mudies'</i>)

o Members of Branch Committee.

** Senior Members.*

LIST OF MEETINGS HELD DURING THE YEAR.

DATE.	LECTURER.	PARTICULARS OF MEETING.	PLACE OF MEETING.
1898.			
July 18		Third Annual Meeting	20, Hanover Square
" 28		Visit to Windsor	Royal Library, Windsor Castle
Aug. 17		Visit to Twickenham	Twickenham Library and Pope's Villa
Sept. 21	Mr. Emory Walker	Visit to St. Albans	St. Albans's Library, and Verulamium
Oct. 12	Mr. Henry Orme, Sub-Librarian, Hampstead	Typography	Burlington House
Nov. 9	Mr. Henry Orme, Sub-Librarian, Hampstead	Book Buying	Kensington Central Library
" 30		First Annual Dinner	Champion Hotel, E.C.
Dec. 14	Mr. A. Cotgreave, Librarian, West Ham	Library Publications	West Ham Central Library
1899.			
Jan. 11	Mr. A. J. Philip, Hampstead	Classification	St. Saviour's Library
Feb. 8	Mr. W. C. Plant, Librarian, Shoreditch	John Dawson and his Books	Shoreditch Central Library
Mar. 8	{ Miss W. L. Selby, Bristol Mr. W. J. Harris, Cripplegate	Prison Libraries	Cripplegate Institute
Apr. 5		Lending Library Systems	St. Bride Foundation Institute
" 19	Mr. A. Denton, Chelsea	Annual Conversazione	Battersea Central Library
May 10	Miss G. E. Wire, Librarian, Worcester County Law Library, Mass.	Early Parochial Libraries and Dr. Bray	Bishopsgate Institute
June 14	Mr. L. S. Jast, Librarian, Croydon	Library Assistants in the U.S.A.	St. John's Crypt, Clerkenwell
" 28		Reading Visit to Wandsworth	Wandsworth Library and Paper Mills

N.W. BRANCH (INAUGURATED FEBRUARY, 1899.)

LIST OF MEETINGS HELD DURING THE YEAR.

Date.	Lecturer.	Particulars of Meeting.	Place of Meeting.
1899			
Feb. 8		Inaugural Meeting ...	Manchester Athenaeum
March 8	Mr. R. Irwin ...	Discussion on "The Training of Assistants" ...	Manchester Athenaeum
April 13	Mr. R. Bateman	Visit to Oldham	Oldham
May 17	Mr. J. H. Swann	Discussion on "Bibliography and its relation to Lending Library Work"	Manchester Reference
June 14	Mr. R. Irwin	Discussion on "Reading."	Hulme Branch Library

STATEMENT OF RECEIPTS AND EXPENDITURE, 1898-99.

Receipts.	Expenditure.		
	£	s.	d.
Balance	***	***	6 8 8
Members' Subscriptions	24 8 6
Journal Sales	12 13 9
Advertisements	17 14 0
Donations	7 2 6
			<hr/>
Printing and Stationery
Subscription to Garnett Testimonial
Advertising "Greenwood Essays"
Postages and Sundries
Balance
			<hr/>
	£	s.	d.
	668	7	5
	<hr/>		
	£68	7	5

W. G. CHAMBERS, *Treasurer*,

Audited and found correct.

卷之三

W. J. HARRIS,
G. E. BOEBLICK,
and others.

The Library Assistant is an effective and punctual advertising medium. It circulates among the majority of public libraries in the United Kingdom, while it also has subscribers in the United States, Canada, Australia and Africa. Being the especial organ of those from whom the chief executive officers of new libraries are increasingly appointed, its advertisement pages are of distinct value to Publishers, Booksellers and Library Furnishers.

SCALE OF CHARGES.

	1 Year.	6 Months.	3 Months.	1 Insertion.
Cover, Front Page, 3.	£12 12 0	£7 0 0	£3 10 0	£1 5 0
" " $\frac{1}{2}$ of 3.	£ 6 6 0	£3 10 0	£2 0 0	£0 13 6
Other pages facing matter (whole)	£10 0 0	£5 10 0	£2 15 0	£1 0 0
Other pages facing matter (half)	£ 5 0 0	£2 10 0	£1 5 0	£0 12 6

Prices for insets loose or bound in text on application.

All communications as to advertisements should be addressed to Mr. Samuel Smyth, 21, Elmore Street, Southgate Road, N.

LIBRARY ASSISTANTS' ASSOCIATION.

FORM OF APPLICATION FOR MEMBERSHIP.

To the Hon. Secretary. 189.....

Dear Sir,

*I desire to become a Member of the Library Assistants' Association, and shall be obliged if you will place my application before the Committee at their next meeting, in accordance with Rule 3, Clause A.**

Yours faithfully,

Name in full.....

Name of Library.....

Senior or Junior Assistant.....

Postal Address

*Extract from Rules :—"All persons engaged in Library Administration other than chief librarians, shall be eligible for election. Applications shall be made in writing to the Honorary Secretary, and shall be considered at the next meeting of the Committee."

"The Annual Subscription shall be 5s. for Senior, and 2s. 6d. for Junior Assistants, payable in advance on the 1st of October."





THE CARD CATALOGUE.



EVERY possessor of a library, no matter of how few volumes, recognises the desirability of keeping a proper record of it. This can only be done with perfect satisfaction by means of the card system, and the following are its chief advantages :—

- 1.—Strict alphabetical sequence can always be maintained.
- 2.—Books can be catalogued under author, title and subject, and arranged in the same index, cross references being made where necessary.
- 3.—When a volume is lent to a friend, a note to that effect can be entered on the card in a permanent or temporary way, and date of borrowing and return affixed.
- 4.—Any notes respecting date of accession ; where purchased or how otherwise obtained ; the owner's or his friend's opinions and comments on the book ; remarks as to re-binding, etc., etc., can all be recorded upon the card relating to the book in question, as the owner desires.

The material of the cards is guaranteed to be of the finest quality obtainable, and to wear for very many years.

The Cabinets also are the best that money and experience can produce.

We believe that in placing this useful contrivance before book readers, at a moderate price, we are supplying an appreciated necessity.



Further particulars and prices may be obtained of—

LIBRARY BUREAU, Ltd.
(Cedric Chivers Manager),

10, Bloomsbury Street, London, W.C.

SPECIAL—TO LIBRARIANS.

Books Supplied and Bound from the Quire, in
flexible Pigskin, Morocco, or a Sanitary Wash-
able Cloth, specially manufactured for us.

GUARANTEE—We guarantee that our Binding will outlast the book.

BOOKS RE-BOUND. READERS' TICKETS IN
LEATHER OR CLOTH.

Solid Leather Reading Covers, made in one piece,
without Lining or Stitches; practically indestructible.

AN INEXPENSIVE READING COVER IN OUR SANITARY
WASHABLE CLOTH.

One of the many Testimonials received by us:—

“Chelsea Public Libraries,
December 3rd, 1896.

Messrs. Banting & Son have been the bookbinders to these
Libraries from the commencement, in 1888, and have given every
satisfaction.

Their work is lasting, reasonable in price, and carefully
carried out.

The fact that they are binders under contract to a large number
of Public Libraries is sufficient proof that in this particular line they
are difficult to beat.

J. HENRY QUINN,
Chief Librarian and Clerk to the Commissioners.”

Particulars, Prices, and Samples on application.

J. BANTING & SON,
Bookbinders and Booksellers,
KING'S ROAD, CHELSEA, LONDON.

